

REQUEST FOR PROPOSAL

Addendum # 1



Department Of Executive Services
Finance and Business Operations Division
Procurement and Contract Services Section
206-684-1681 TTY RELAY: 711

DATE ISSUED: June 13, 2006

RFP Title: Data Integrator Consultant (rebid of 109-06RLD)

Requesting Dept./Div.: King County Department of Executive Services – Human Resources Div.

RFP Number: 133-06RLD

Due Date: June 20, 2006 - 2:00 P.M.

Buyer: Roy L. Dodman, roy.dodman@metrokc.gov 206-263-4266

This addendum is issued to revise the original Request for Proposal, dated June 1, 2006 as follows:

1. The proposal opening date remains the same: Tuesday, June 20, 2006 no later than 2:00 p.m. exactly.

The following information is provided in response to questions received:

Q1: Is there an incumbent vendor providing these or similar services or has the County used a vendor in the past for these or similar services?

R1: There is an incumbent vendor currently providing these services.

Q2: What is the previous pricing King's County has paid for the same or similar services?

R2: \$50.00 per hour.

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TO BE ELIGIBLE FOR AWARD OF A CONTRACT, THIS ADDEMDUM MUST BE SIGNED AND SUBMITTED TO KING COUNTY

Sealed proposals will only be received by:

King County Procurement Services Section, Exchange Building, 8th floor, 821 Second Avenue, Seattle, WA 98104-1598. Office hours: 8:00 a.m. - 5:00 p.m., Monday - Friday

Company Name

Address		City / State / Postal Code
Signature	Authorized Representative/Title	
Email	Phone	Fax

This Request for Proposal – Addendum will be provided in alternative formats such as Braille, large print, audiocassette or computer disk for individuals with disabilities upon request.

Q3: For Section D.1. on cost, there is a statement: "Cost. It is essential that proposals be within the mandated budget. Cost is imperative". What is the "mandated budget" for the County?

R3: King County has established a yearly budget of \$25,000 to \$35,000 for this work. However, it is the County's intent to award to the proposer that provides the best overall value. For example, should the County receive two proposals that are more or less equivalent in personnel, experience and approach, we would award to the proposer that offered the best value (i.e., lower cost) of the two.

Q4: For Section B.5, the mentioned "Secure Host for processing data". Does the host computer server need to be onsite at King County's data center, does it need to be offsite from King County datacenter, or can it be either of the 2 options?

R4: In compliance with HIPAA regulations, it must be off site. It may be worth noting here that your insurance needs to cover your liability in processing personally-identifiable health data.

Q5: For Section B.4., there are some time estimates "to set up the initial data storage system". Can you provide some details and clarification on what these tasks represent and the overall process described below? Does our proposal need to fit within these time guidelines? What is exactly being implemented in the "set up the initial storage system"? Should we assume the actual data processing is outside these time guidelines?

- a) Technical Requirements Gathering - 8 hours
- b) Raw data processing host setup - 6 hours
- c) Secure host setup - 6 hours
- d) Raw data processing - 4 hours
- e) Database schema normalization - 4 hours
- f) Offsite backup - 6 hours
- g) Data sharing - 6 hours

The time estimated to process one data cycle will be 1 hour.

R5: See below for details and clarifications on the tasks. These are time estimates of the amount of work needed. Because the nature of the work is still in development, and because the sources delivering the data change their systems, these time frames are only estimates. This work is only being done outside of King County due to federal regulations that require it not be done within King County. The County has the skill sets and data processing capabilities to do all of this work. While the work will vary, your primary client within King County does almost all the same work in setting up and maintaining a mysql database at the County, and will know how much time the work requires a competent data processor. The actual data processing is included (see below), and takes almost no time at all: it requires running Winzip, copying files, starting processes with keywords to point at the right file, getting a cup of coffee while the computer runs.

- a) Technical Requirements Gathering - 8 hours*

This is the ongoing work of discussing what work needs to be done and how it needs to be done.

- b) Raw data processing host setup - 6 hours*
- c) Secure host setup - 6 hours*
- e) Database schema normalization - 4 hours*

These three steps are all part of set up to perform the processing. Records of health care and pharmacy purchases will be delivered in standard formats. Files are typically sent in ascii (text) format that has been encoded with Winzip AES encoding. These files come in 6 to 9 formats from 4 sources. Those files need to be processed to remove personally identifiable information in compliance with HIPAA regulations. Data files with the de-identified versions of the delivered files should be created in a format that facilitates easy installation into a mysql database on a Mac server.

This work can be most quickly done if a database and code are prepared for the processing of the standard formats. Occasional revisions in the de-identification processes require that data delivered earlier be reprocessed and resent, and SQL queries that rely on use of data that is removed during de-identification need to be applied to the data. This requires that a secure database be maintained.

d) Raw data processing - 4 hours

Once the systems are set up, actual labor is minimal, due to the standardization of the data files.

f) Offsite backup - 6 hours

As soon as feasible, copies of the data need to be saved on CDs in a highly secure location, such as a bank secure deposit box.

g) Data sharing - 6 hours

This is the process of delivering the de-identified data to King County in a secure manner.